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21 May 1953

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MEMORANDUM FOR: Chief, Support Staff

SUBJECT : Weekly Activity Report

ITEMS OF ADMINISTRATIVE INTEREST

1. GENERAL - None
2. SECURITY - None
3. PERSONNEL -

[Redacted]

25X1

4. SUPPLY AND SERVICES -

[Redacted]

b. A proposed plan of partitioning required for Wings G and I, first floor, Curie Hall was submitted to Mr. [Redacted] Office in General Services. The space to be altered is to accommodate uncleared Clerical Training personnel [Redacted] and Interim Training personnel presently in the R&S Building.

25X1

25X1

c. Travel arrangements were completed for 19 Office of Communications employees detailed [Redacted] to assist in field problems.

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d. Weekly report of utilization of [Redacted] facilities is attached.

25X1

25 YEAR RE-REVIEW

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25X1



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5. BUDGET AND FISCAL -

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25X1

c. A total of 12 hospitalization applications have been processed for  staff personnel.

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d. Mr.  is presently researching the Pentagon Library for material on cost of training.

25X1


Administrative Officer, OTR

Attachment (1)

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25X1

